# Installing and Getting Started
for the ScanMaker® 5700

This document provides information on how to install your Microtek scanner on a PC or Mac using the scanner's FireWire or USB interface and describes the features of the scanning.

Installation for PC and Macintosh

1. Unpack scanner

Open your scanner package and check major components while referring to the Packing List. If any item is missing, contact Microtek Customer Service.

Your Microtek ScanMaker 5700 scanner comes with **FireWire** and **USB** built-in interfaces. See the figure below to locate the different ports at the back panel of the scanner, including the scanner's accessory port.

Power switch

Power port

USB port

Accessory port

FireWire ports
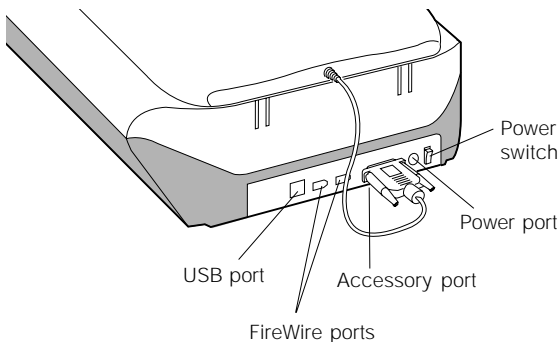
2. Unlock the carriage

1. With the scanner turned off, tilt the scanner on its side to locate the carriage lever safety lock (located at the bottom left side).

2. Slightly pull the lever towards you until you hear a "click" which indicates that the scanner carriage has been unlocked.
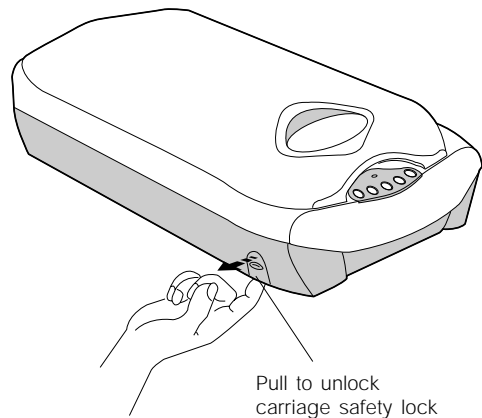
Pull to unlock carriage safety lock

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3. Install software

For PC Users

1. Turn on your computer.

2. Insert the Microtek CD-ROM into your CD-ROM drive. This includes the ScanWizard 5 scanning software application for capturing images from your scanner. The Microtek Software Installer screen should automatically come up.

   NOTE: If the Microtek Software Installer screen does not come up automatically, double-click the following in succession: "My Computer" on your Windows desktop; the CD-ROM icon; and cdsetup.exe to start the installer program.

3. When the Microtek Software Installer screen appears, click each software program in the order that it appears on the screen to install all software components. (Your software includes programs for image editing, OCR text editing, and the Adobe Acrobat Reader program for reading and printing the manuals on the CD-ROM).

   For each software, follow the on-screen instructions during installation. Default values are specified at every point during installation; simply accept these values to continue installation until you finish.

   NOTE: You may be prompted to restart the computer at this point. Do not restart your computer until all the software has been installed.

   In some applications, auxiliary information (such as the Readme file) may be displayed after that particular program finishes installing. Simply click the "X" close box at the upper right corner of the displayed window to return to the Microtek Software Installer.

4. After all the software has been installed, click **EXIT** on the Microtek Software Installer screen

5. If any other image-editing software is bundled with your scanner, install them now.

   Note: The software may be on a separate CD-ROM.

6. Restart your computer.

For Macintosh Users

1. Turn on your computer.

2. Install the image-editing software, which is a separate CD-ROM included with your scanner package.

3. Install all the software on your Microtek CD-ROM. To install each software, open the software program's folder, and then click the "Installer" icon. Follow the screen instructions until installation is completed.

   • Microtek ScanWizard 5 is the scanner controller program for capturing images from your scanner and delivering it to your image-editing application.

     NOTE: For iMac users, please visit Apple's website at http:// www.apple.com to download and install any iMac updates you may need.
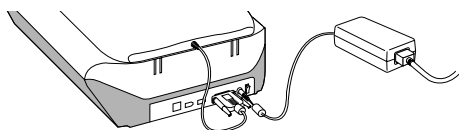
   • Install the Acrobat Reader for reading and printing the manuals on the CD-ROM.

4. Restart your computer.

4.Connect scanner

1. Check if the FilmView cover is properly installed with its connector securely connected to its port.

FilmView cover
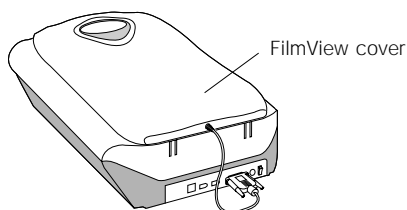
2. Plug the power adapter into the back of the scanner, and plug the other end into a wall outlet or power source.

3. Connect either the **FireWire** or the **USB cable** to your computer and scanner. (**You can use only one interface at a time.**)
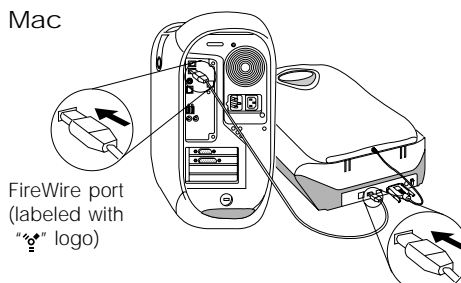
A. FireWire cable connections
If your system is FireWire-ready, connect one end of the FireWire cable to your computer, and connect the other end of the cable to the scanner's FireWire connector (either one is applicable).

If your system is not FireWire-ready, you will need to install a FireWire card. For more details on how to install the FireWire card, please refer to the *FireWire Installation Guide* on a separate sheet included with the FireWire card.

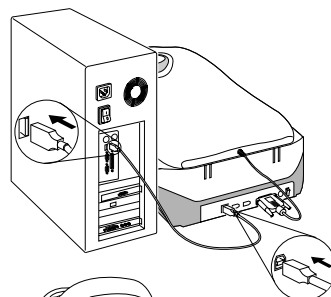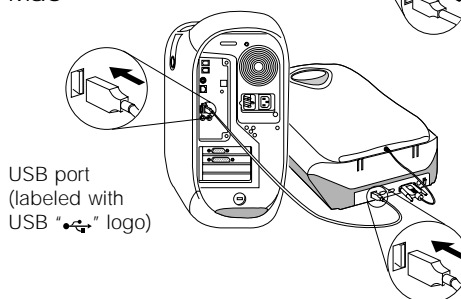### PC

Mac

FireWire port
(labeled with
"🔆" logo)
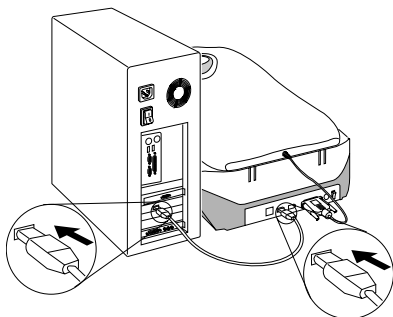
B. USB cable connections
Connect one end of the USB cable to your computer, and connect the other end of the cable to the scanner's USB port.
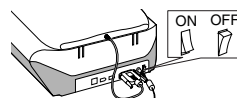
PC

Mac

USB port
(labeled with
USB "⟋⟍" logo)

4. Turn on the Power switch. The green light on the scanner front panel will blink for a few seconds and then stays lit. At the same time the FilmView and scanner lamps also light up.

ON OFF

5. The system will detect your scanner automatically.

IMPORTANT NOTES:
*If the system encounters problems, see the Troubleshooting file in the **Techinfo** folder on your Microtek CD-ROM.*

*For users who are using **FireWire interface** on **Windows 98 SE**, and are having problems in activating their FireWire scanner connection, follow the supplemental steps as described on the next page first. If the scanner still doesn't work, see the Troubleshooting file in the **Techinfo** folder on your Microtek CD-ROM.*

## Supplemental steps to connect your FireWire scanner on Windows 98 SE

1. Open the **System Properties** dialog box by doing the following in succession: **Start**, **Settings**, **Control Panel**, and then double-click the **System** icon.

2. From the **System Properties**, select the **Device Manager** tab, then double-click **[?] IEEE 1394 SBP2 Device** to open its **Device properties** dialog box.
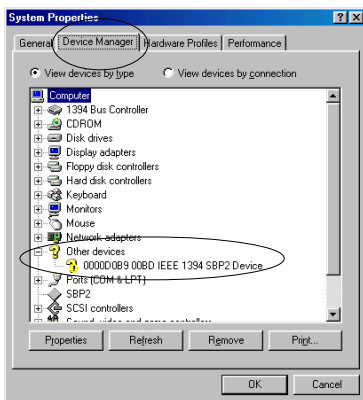

3. On the **Driver** tab, click the **Reinstall Driver** button.
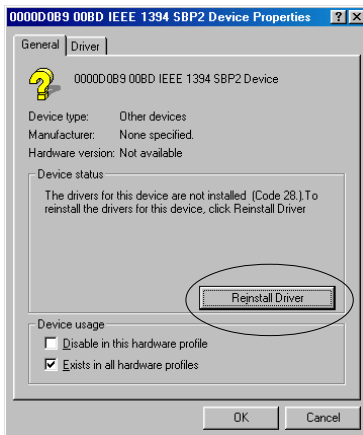
4. A series of dialog boxes will appear one at a time -- follow the instructions on the screen as shown below, and then click **Next** respectively.

Click **Browse** to locate C:\WINDOWS\INF, and then click **Next** (where C:\WINDOWS is your system folder).
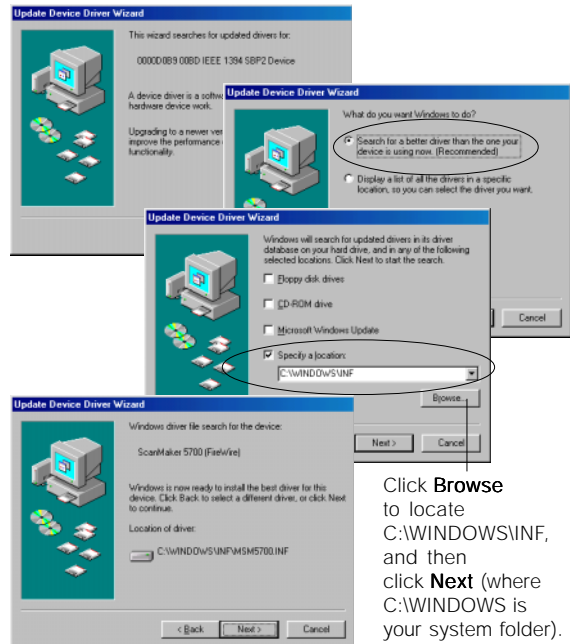
5. When the driver has been successfully updated, a dialog box will prompt this message: "**Windows has finished installing an updated driver for your hardware device**". Open the **System Properties** - **Device Manager** dialog box (Step 1 and 2), then click the plus (+) sign adjacent to the **Imaging Device.** The scanner name and model appears on the list -- this means that Windows has detected and re-installed your device successfully.
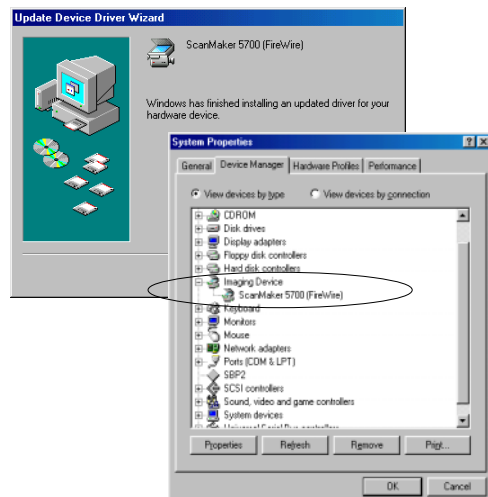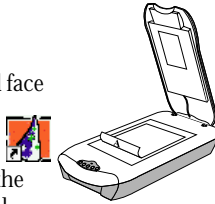
1. Scanning images

NOTE: *The FilmView cover should remain connected to the accessory port all of the time regardless of which scan material (reflective or transparency) is in use.*
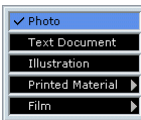
Scanning photos

1. Position the photo to be scanned face down on the scanner bed.

2. Double-click the **ScanWizard 5** icon on your desktop to launch the ScanWizard 5 - Standard Control Panel.

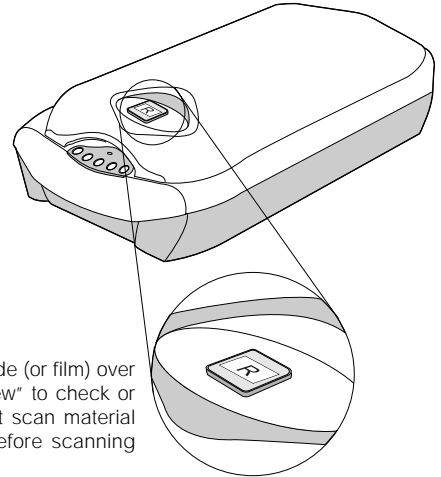   When ScanWizard 5 launches, it automatically performs a fast preview of the material and displays it in the preview area.

3. In the preview window, you can resize the scan frame (floating dotted line) around the image by dragging on the edge or corner of the scan frame to determine the final size of the actual scan.

4. Click the **Original** button, then select *Photo*.

   ✓ Photo
   Text Document
   Illustration
   Printed Material ▶
   Film ▶

5. To scan the image, click the **Scan to** button. The image is then scanned and saved to a file. Aside from saving, you may also deliver the scanned image to an image-editing software, e-mail application, or to your photo sharing community.

Scanning slides and filmstrips

1. To help you select the appropriate slides or films to scan, use the "FilmView" feature on top of the lid to preview your films.

Hold slide (or film) over "FilmView" to check or select scan material before scanning

Scan to
Scan to
Copy
E-mail
OCR
To Web

Save the scanned image to a file, or deliver it to an image-editing program, an e-mail application, or to a photo sharing community.

ScanWizard 5 for Windows

Click on this button to switch to the Advanced Control Panel window

ScanWizard 5 for Macintosh

Click here to exit ScanWizard 5

Tool buttons for image settings

Tool buttons for image settings

Re-size dotted line for size of the actual scan
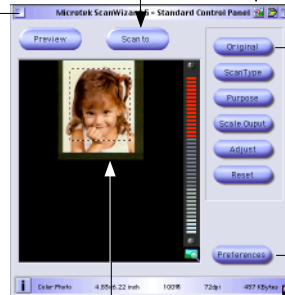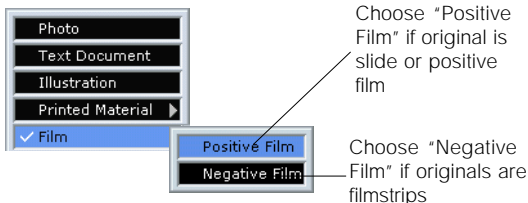
2. To scan slides or films, you will need to place the Transparency Template on top of scanner bed as illustrated below:

Position template with the window end pointed toward the front panel
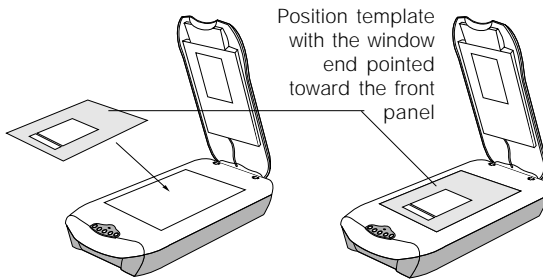
3. Place films (or slides) on the scanner bed by locating them within the template window area, then carefully pull down the FilmView cover.

Position films (or slides) inside the template window (flip side up)
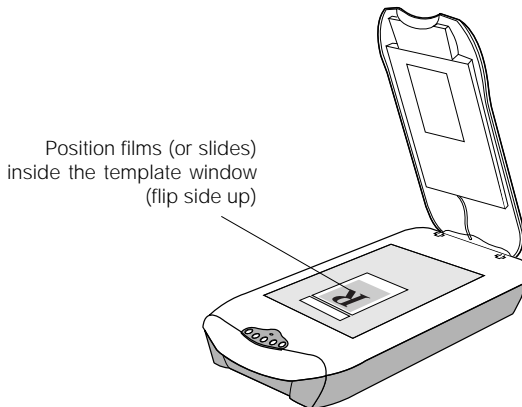
4. Then follow the procedures (Steps 2, 3, and 5) in scanning photos. For Step 4, select *film* (for scanning positive film) as your Original.

Choose "Positive Film" if original is slide or positive film

Choose "Negative Film" if originals are filmstrips

NOTE: For more details on scanning, refer to Microtek's Step-by-Step Tutorial guide included in your package.

2. Scan text document for editing

The Optical Character Recognition (OCR) is a feature of ScanWizard 5 that converts scanned documents into text file format. Output may be saved as file or immediately sent to your word processing application for further editing.

NOTE: You can also perform OCR scanning with the one touch OCR button provided in the scanner front panel (see Section, "Smart scanning with one-touch buttons").

1. Place the text document (text side down) on the scanner bed, then launch ScanWizard 5.

2. Click the following buttons and select the following options if you are scanning text document for OCR purposes:

Original:
Select *Text Document.*
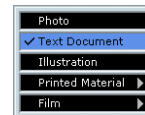
Scan Type:
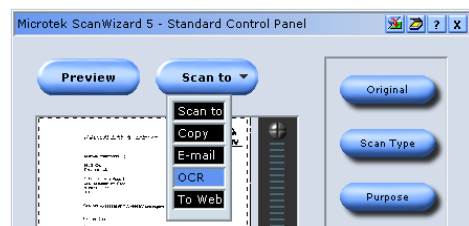Only *Black & White* option is available if you selected *Text Document* as your Original (previous step).

NOTE: When scanning colored documents, you must select: Photo and use either True Color/Web Color unless B/W is the chosen output.

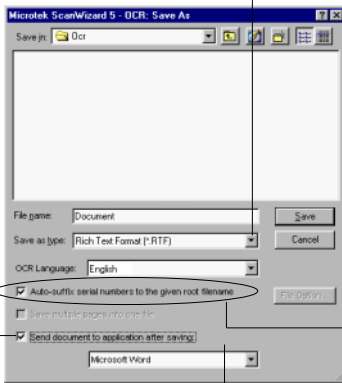**Purpose**:
Select *OCR Text.*

3. Click and hold the *Scan to* button. When the options menu appears, select *OCR*.

4. When the **OCR: Save As** dialog box appears, use the default "Document" file name or key in your preferred name, and select **.rtf, .txt, .htm, .xls,** or **.pdf** as the export file format.

Click to display and choose a format for the output document

Selecting this check box will add specified file name with serial numbers to generate multiple file names for the scanned and saved images in continuous sequence.

Select this check box to automatically send and open the captured document in the corresponding application shown in the combo box

5. Click **Save** to start OCR scanning and deliver the scanned image to your chosen folder and directly to its corresponding application.
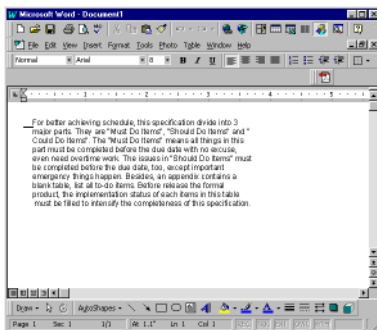
3. Scanning for direct website posting

Share your images with the World! With the touch of a button you can scan your photos and then post them in an Internet photo sharing community.

NOTE: Your system must have access to Internet before you can use the Scan-to-Web feature.

You can also perform Scan-to-Web with the one-touch button provided in the scanner front panel (see Section, "Smart scanning with one-touch buttons").

1. Place the material on the scanner bed, then launch ScanWizard 5 as stand-alone application.

2. Click and hold the *Scan to* button. When the options menu appears, select *To Web*.

3. The **Scan to Web** dialog box will then display to prompt for parameters required to process your image for website posting.
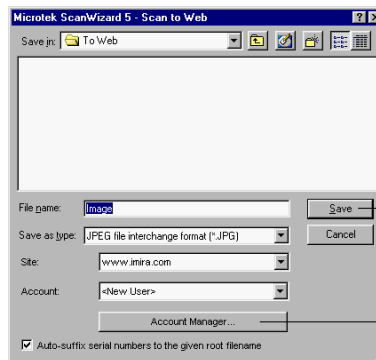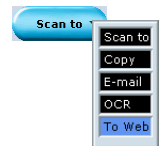
Click to start Scan-to-Web scanning. The Scanned image is auto-saved (JPEG format) into the assigned folder under your designated filename.

Click to manage your photo-sharing account.

4. From a Microtek provided website, you can easily create or add a photo-sharing account. To create a new account click the "**Account Manager**" button -- click **Create a new account**, and then follow the given instructions. After completing the registration process; close the browser and return to the **Account Manager** window.

   To activate a registered account, click **Account Manager**, click **Add**, key in your **username** and **password**, click **Close**, and then carry on to the next step.

5. From the **Scan to Web** dialog box, click **Save** to start scanning. Scanned image (JPEG format) is automatically saved according to the parameters assigned in the dialog box.

The **ScanMaker 5700** is equipped with five one-touch and fast scanning buttons intuitively located in the front panel. These buttons (see figure below) perform a quick access and carry out its functions by mere touch of the buttons. These frequently used functions include image and OCR scanning, printing of outputs, attaching output to e-mail, or posting it to a designated website.

1. Scan button

Captures high resolution images using predefined settings with outstanding quality. The output can automatically be saved as files or sent to another application for further processing depending on how the button is setup in the Microtek Scanner Configuration (MSC) utility.

2. Copy button

Scans the image and sends it to your printer, transforming your scanner and printer into a convenient copy station. Simply specify the number of copies you want.

3. E-mail button

Scans the image and delivers it directly to your e-mail editor as defined in the MSC utility.

4. OCR button

Scans a text document and converts it into text file format. Output may be saved as a file or immediately sent to your word processing application for further editing as configured in the MSC utility.

5. Scan-to-Web button

Scans an image and sends output to a website while your default browser is launched to displays the captured image.

Configuring the one-touch buttons with MSC utility

To change the way the five one-touch buttons function, launch the Microtek Scanner Configuration (MSC) utility that was installed with ScanWizard 5.

1. Launch the **MSC** Utility by -
   a) Double-clicking the MSC icon from the desktop; or b) (For Windows only) From Windows taskbar, click **Start**, **Programs**, **Microtek ScanWizard 5 for Windows**, then **Microtek Scanner Configuration**.

2. When the **MSC** panel appears, click on a tab to redefine the settings you want.

NOTE: If you choose "None" for the "Send to Application" field, the image will be scanned and saved as a file in the Destination location.

Reading additional documentation from the CD

For PC users

1. Insert the Microtek CD-ROM into your CD-ROM drive.

2. When the Microtek Software Installer comes up on your screen, click the *View Manual* button that corresponds to the manual you wish to read. Depending on the format (.pdf or .htm) of the manual being accessed, your Acrobat Reader or browser is automatically launched, and you can then read or print the manual.

For Macintosh users

1. Insert the Microtek CD-ROM into your CD-ROM drive.

2. Launch both your browser and Acrobat Reader. From the File menu, choose the *Open* command, and open the file for the manual that you wish to view. Manual with a *.htm* extension is opened with your browser. Likewise manuals with *.pdf* extension are opened with your Acrobat Reader. You can then read or print the manual.

Troubleshooting

If you encounter problems with hardware installation, see the troubleshooting file in the *Techinfo* folder on your Microtek CD-ROM.